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Office of Personnel

Approved For Release 2003/05/21 : CIA-RDP80-00679A000300060058-6
ADMINISTRATIVE - INTERNAL USE ONLY

20 SEP 1972

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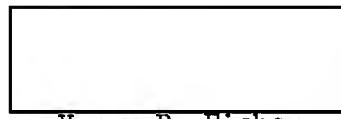
12 September 1972

OFFICE OF PERSONNEL MEMORANDUM NO. 20-10-1

SUBJECT: Removal from Ceiling and Strength Count of Employees
Approved for Disability Retirement

1. Following notification by this Office that his disability retirement has been approved, an employee with at least 30 days sick leave to his credit will be removed from Agency ceiling and strength count by the submission of a Request for Personnel Action, Form 1152. The nature of personnel action should read "Extended Sick Leave -- Disability Retirement."

2. Employees in such status will be identified by Employee Code 40 in official records. Their salaries will continue to be charged to their respective component's FAN Number until their separation on disability retirement upon expiration of their sick leave.



Harry B. Fisher
Director of Personnel

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